

**MEETING MINUTES**  
**WAVERLY SANITARY DISTRICT**  
**September 1, 2016**  
**District Office - N8722 County Rd. LP**

1) **MEETING WAS CALLED TO ORDER** at 2:00pm by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Systems Operator Krueger	(RWK)
Commissioner Kasten	(DLK)	Systems Operator Van Zeeland	(TGV)
Commissioner Bartlein	(JJB)	Systems Operator Dornfeld	(DWD)
Consultant Sambs	(MLS)	Office Manager Girdley	(CMG)
Engineer Mike Siewert	(MSS)	Billing Clerk Weir	(PMW)

Others in attendance: Harrison Manager Travis Parish

3) **CLOSED SESSION:** Pursuant to Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. MOTION (JJB<sup>1</sup>/DLK<sup>2</sup>) to move into closed session. Roll call vote: Commissioner J. Bartlein – aye, Commissioner Kasten – aye and Commissioner D. Bartlein – aye. Motion carried 3-0.

MOTION (JJB<sup>1</sup>/DLK<sup>2</sup>) to return to open session. Motion carried 3-0.

General Manager Position: MOTION (DRB<sup>1</sup>/JJB<sup>2</sup>) to approve General Manager position. Motion carried 3-0. MOTION (DRB<sup>1</sup>/DLK<sup>2</sup>) to approve Travis Parish as General Manager. Motion carried 3-0.

4) **APPROVAL/ACCEPTANCE OF 8/4/16 MEETING MINUTES:** MOTION (JJB<sup>1</sup>/DLK<sup>2</sup>) to approve minutes. Motion carried 3-0.

5) **RECEIPT ACKNOWLEDGEMENT/APPROVAL/ACCEPTANCE OF THE 2016 JANUARY - JULY FINANCIAL STATEMENTS AND BUDGET COMPARISON:** MOTION (JJB<sup>1</sup>/DLK<sup>2</sup>) to approve. Motion carried 3-0.

6) **COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

- 2<sup>nd</sup> Addn to Woodland Hills (Gosling Way Ct) easement: Easement was approved by COM and sent for recording at Calumet County Register of Deeds.

7) **MONTHLY WATER SAMPLE TESTS RESULTS:** RWK reported five samples taken 8/17/16 were determined safe by Clean Water Testing. Report on file.

8) **OLD BUSINESS**

- Utility District #3: Nothing new to report.

9) **DISTRICT'S REPAIR/MAIN EXTENSION/MODIFICATION PROJECTS**

- Future Lift Station #6: Travis Parish and Stan Martenson will meet again with Dave Wagner from Ehlers to develop financing plan. It is undecided who will finance the project. Project with all options is estimated at 4.8 million and 6.2 million with interest over the term of the loan.

**10) GENERAL CONSTRUCTION STATUS (INDIVIDUAL DEVELOPER FUNDED PROJECTS)**

- 2<sup>nd</sup> Addition to Woodland Hills - Gosling Way Court - Final project acceptance status report: Final project acceptance was tabled at August meeting and is postponed until receipt of recorded easement.
- North Shore Apartments-Phase II: Nothing new to report.
- Woodcrest Heights Drive: CMG reported project is completed pending final engineering invoice. MOTION (DLK<sup>1</sup>/JJB<sup>2</sup>) to approve conditional to final engineering costs being paid by developer. Motion carried 3-0.
- 1<sup>st</sup> Addition Lake Park Heights – Status report: Nothing new to report.
- Kambura Acres II – Project status report: MSS reported developer moving forward with construction. Project will include approximately 15 lots that can be served without future lift station #6.

**11) NEW BUSINESS**

- Next meeting scheduled for Thursday, September 15, 2016 (2:00pm) at District Office.

**12) OFFICE REPORT:** CMG reported permits are up 42.11% from last year. August tax settlement was received from Harrison.

**13) FIELD REPORT**

- RWK reported operators working through water survey using listening equipment provided by Wisconsin Rural Water to look for underground water leaks. Hydrant painting went well and will continue to complete hydrants along Hwy 10 & 114. Summer help finishing final week this week.

**14) OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION**

- Lift Station #4 Pump Controls Upgrade and High Level Float: RWK explain that since the last meeting there have been three more failures of the back-up system and believes an upgrade to the electronic controls is needed. Quote from PJ Kortens for \$12,115 was presented. MOTION (DLK<sup>1</sup>/JJB<sup>2</sup>) to approve PJ Kortens pump controls upgrade to lift station #4. Motion carried 3-0.

**15) ADJOURNMENT:** MOTION (DLK<sup>1</sup>/JJB<sup>2</sup>) to adjourn. Motion carried 3-0. Meeting was adjourned at 3:00pm.

Submitted by Penny M. Weir  
Billing Clerk